

**FULL MEETING MINUTES**  
of the  
**BOARD OF CLINICAL LABORATORY SCIENCE PRATITIONERS**  
**301 S PARK AVE, LARGE CONFERENCE ROOM, HELENA MT**  
**1:05 PM – 3:20 PM**  
**MARCH 5, 2018**

- 1. Call To Order - Establish Quorum - Introduction of Board & Staff Members Present (00:00:05)**  
The meeting was called to order at 1:05 p.m.

**Board Members Present:**

Ms. Vicki Rice, Clinical Laboratory Scientist, Chair - in person  
Ms. Alison Mizner, Clinical Laboratory Scientist – by phone  
Mr. Matthew Kalanick, Clinical Laboratory Scientist – by phone  
Mr. Troy Krieger, Clinical Laboratory Scientist – by phone

**Board Member Absent:**

Mr. Carl Donovan, Public Member

**Board Staff Present:**

Ms. Linda Grief, Executive Officer  
Ms. Sara Hansen-Baiamonte, Board Counsel  
Ms. Jennifer Stallkamp, Board Counsel, Board of Sanitarians  
Mr. Steve Gallus, Executive Officer, Board of Sanitarians  
Mr. Todd Younkin, Division Administrator  
Ms. Barb McAlmond, Administrative Specialist

**Public Present by Phone:**

Ms. Katie Styren  
Ms. Karen Hueftle  
Ms. Kathy Fire  
Ms. Johnna Stevenson

- 2. Approval and Tentative Modification of Agenda Order (00:02:30)**

**Motion: (00:03:01)** Ms. Rice moved to approve the agenda as presented. Mr. Kalanick seconded the motion. The motion carried.

- 3. Review Minutes – May 15, 2017 (00:03:44)**

No changes were noted.

- 4. Public Opportunity to Comment (00:04:27)**

(Presiding Officer Statement) “Under this item, the Board will offer an opportunity to members of the public in attendance to comment on any public matter under the jurisdiction of the Board that is not on the agenda of this meeting. While the Board cannot take action on any issues presented, the board will listen to comments and may ask staff to place the issue on a subsequent agenda. The presiding officer may limit the comment period in order to proceed with the board meeting.”

No public comment was noted.

5. **Division Update-Todd Younkin, Division Administrator- (01:08:25) FYI - No board action required.**

6. **Board Action (00:05:28)**

- a. **Welcome New Board Attorney – Sara Hansen-Baiamonte (00:05:46)** Board members welcomed Ms. Hansen-Baiamonte.
- b. **Board Member Appointments/Elections/Committee and Panel Assignments – (00:06:38)**
  - Motion: (00:42:03)** Ms. Rice moved to appoint Mr. Kalancik to Screening Panel. Ms. Mizner seconded the motion. The motion carried
  - Motion: (00:42:30)** Mr. Rice moved to appoint Ms. Mizner to the Adjudication Panel. Mr. Krieger seconded the motion. The motion carried.
- c. **ASCP vs. ASCPi – Board Review (00:08:04) Discussion**
  - i. **Definition from ASCP - Discussion**
  - ii. **Memo from Troy Krieger - Discussion (00:08:11)**
- d. **ASCP Technologist vs. Specialist – Board Review and Discussion-combined with agenda item 6.c. (00:40:45)** Mr. Krieger moved to send this to the Rules Committee for further review. Mr. Kalancik seconded the motion. The motion carried.
- e. **Continuing Education Audit % - Board Motion (00:45:25)**
  - Motion: (00:45:54:)** Ms. Mizner moved to audit 10% of licensees for continuing education compliance. Ms. Rice seconded the motion. The motion carried.
- f. **Continuing Education Pre-Approved Provider List – Board (00:47:16)**
  - Florida Excell: (00:47:48)**
  - Motion: (00:48:05)** Ms. Rice moved to add Florida Excell as an approved continuing education provider for Montana. Mr. Krieger seconded the motion. The motion carried.

**Additional changes to list (00:48:30)** Ms. Rice moved to change St. Patrick's Hospital Cancer Center Tumor Board to St. Patrick's Hospital (germane to clinical laboratory science) Ms. Mizner seconded the motion. The motion carried.

**Motion: (00:50:07)** Ms. Rice moved to add Immucor as an approved continuing education provider for Montana. Mr. Kalanick seconded the motion. The motion carried.

g. **Continuing Education Course Approval – Board Motion (00:51:00)**

- i. **Katie Styren – CE Approval (00:51:03)**
  - Motion: (00:54:19)** Ms. Rice moved to approve Pallister-Opitz Genetics Symposium for 12.5 hours, Rapid Regulatory Compliance I for 1 hour and Rapid Regulatory Compliance II (safety) for 1 hour. Mr. Kalanick seconded the motion. The motion carried.
- ii. **Karen Hafele – CE Approval (00:54:50)**
  - Motion (00:56:10)** Ms. Rice moved to approve SWOG September 2016 Group Meeting for 13.5 hours and the SWOG April 2017 Group Meeting for 12 hours. Mr. Kalanick seconded the motion. The motion carried.
- iii. **Dawn Miller – CE Approval (00:57:30)**
  - Motion: (00:58:10)** Ms. Mizner recused herself from the agenda item. Ms. Rice moved to approve End-of-Life Nursing Education Consortium for 8.25 hours. Mr. Kalanick seconded the motion. The motion carried.
- iv. **FEMA – CE Approval (00:59:28)**
  - Motion: (01:01:05)** Ms. Rice moved to approve Introduction to Incident Command System, ICS for Single Resources & Initial Action Incident and National Incident Management System (NIMS) for 3 hours each. Ms. Mizner seconded the motion. The motion carried.
- v. **St Patrick's Hospital – CE Approval (01:01:42)**

**Motion: (01:02:46)** Ms. Rice moved to approve Immunohematology Case Studies-2017 and Practical Approaches to Clinical Testing and Decision Making for 1 hour each. Mr. Kalanick seconded the motion. The motion carried

**vi. North Valley Hospital – CE Approval (01:06:21)**

**Motion: (01:07:08)** Ms. Rice moved to approve Leadership Series: DISC & Managing Change for 1.75 hours. Mr. Kalanick seconded the motion. The motion carried.

**vii. Florida Excell – CE Approval (00:47:48)** Discussion and motion on agenda item 6.f.

**h. Legislation (01:19:37)**

- i. Board of Sanitarians Board Consolidation Consideration (01:18:48) Discussion** - No board action taken.

**i. Rule Review (01:26:23)**

**i. ARM 24.129.401 – Fees (01:27:29)**

**Small Business Impact- Motion (01:33:17)** Ms. Rice moved that the proposed amendments to ARM 24.129.401- Fees will have no direct and significant impact to Montana small businesses. Ms. Allison seconded the motion. The motion carried.

**ii. ARM 24.129.610 – Inactive Status 01:34:27**

**Small Business Impact**

**Motion: (01:35:11)** Ms. Rice moved that the proposed amendments to ARM 24.129.610 – Inactive Status will have no direct and significant impact to Montana small businesses. Mr. Kalanick seconded the motion. The motion carried.

**iii. ARM 24.129.2101 – Continuing Education (01:35:42)**

**Small Business Impact**

**Motion: (01:36:45)** Ms. Rice moved that the proposed amendments to ARM 24.129.2101-Continuing Education will have no direct and significant impact to Montana small businesses. Mr. Krieger seconded the motion. The motion carried.

**iv. Nursing Home Administrators CE rule – Board Review (01:37:33)**

**Motion: (01:45:16)** Ms. Rice moved to place on the next rules committee meeting for further discussion and possible board action.

**Motion: (01:46:17)** Ms. Rice moved ARM 24.129.401- Fees; ARM 24.129.610-Inactive Status and ARM 24.129.2101-Continuing Education be noticed for public comment. Ms. Mizner seconded the motion. The motion carried.

- j. Board Member Training Needs (01:48:41) Discussion** - Ms. Grief asked for any input from the Board members. There were no requests this time, but he members will look forward to any training the Department offers.

**k. Scheduling of Next Meeting (01:50:57)**

**Rules Committee Meeting-Skype Meeting**

April 30, 2018-1:00 p.m.

**Next Board Meeting-Skype Meeting**

**June 27, 2018**

Committee (if needed) 1:00 p.m.

Rules Committee- 1:30

Full Board at 2:00- Skype Meeting

- 7. Inspections Report (02:00:10) FYI – Discussion - No board action required.**
  - a. Dan Owens Contract Renewal – Update.**
- 8. Correspondence (02:03:06) FYI - No board action required.**
  - a. Email from Board of Nursing (02:03:13)**
  - b. CLIA Newsletter (02:09:53)**
- 9. Executive Officer Report (02:10:38) FYI - No board action required.**
  - a. Budget Report for Fiscal Year 2018 (02:10:46)**
  - b. 5 Year History**
  - c. Application Report (02:14:18)**
  - d. Compliance Report (02:14:32)**
- 10. Adjourn (02:15:08)** Ms. Rice moved to adjourn at 3:20 p.m. Mr. Krieger seconded the motion. The motion carried.

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New agenda items may be added or removed up to “three business days” before the meeting. For the most accurate agenda, please consult the web site at [www.cls.mt.gov](http://www.cls.mt.gov). The board may reorder the agenda at the beginning of the meeting.